

**BUILDING DEPARTMENT**

TOWN HALL • 525 WASHINGTON STREET – LOWER LEVEL • WELLESLEY, MA 02482-5992

MICHAEL T. GRANT  
INSPECTOR OF BUILDINGS AND ZONING ENFORCEMENT OFFICERFACSIMILE: (781) 283-5724  
(781) 431-1019 Ext. 2228**REQUIRED INSPECTIONS**

The order and sequence of required inspections are as follow. Unless otherwise noted, the applicant of record must be present for inspections:

- **EXCAVATIONS:** Inspection is required unless a certified soil evaluation is submitted by a Commonwealth registered design professional/architect. Applicant of record is not required to be present.
- **FOUNDATION AND AS-BUILT:** Inspection is required prior to backfilling and framing. Applicant of record is not required to be present.
- **EXTERIOR AIR BARRIER:** Applicant of record is required to be present. (Not applicable for door blower test option)
- **ROUGH PLUMBING, SHEET METAL AND ELECTRICAL:** Applicant of record is required to be present.
- **ROUGH FRAMING, INTERIOR AIR BARRIER/AIR SEALING AND FIRE/DRAFT STOPPING:** Applicant of record is required to be present. (Interior Air Barrier is not applicable for door blower test option)
- **INSULATION OF THE THERMAL ENVELOPE:** Applicant of record is required to be present.
- **FINAL PLUMBING, SHEET METAL AND ELECTRICAL:** Applicant of record is required to be present.
- **FINAL BUILDING AND ISSUANCE OF CERTIFICATE OF OCCUPANCY (“CO”).** Applicant of record is required to be present. (Note: New buildings require height certificate, Fire Dept. approvals and 24-hour prior notice before a CO can be issued.)

**NOTE: Energy compliance will generally be completed in multiple inspections as listed but not limited to above required inspections.**

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**OTHER DEPARTMENT REQUIREMENTS AND PERMITS**  
**STREET OCCUPANCY PERMIT:**

**DPW Engineering** - Required for all excavations within public way, including resurfacing & reconstruction of driveway aprons.

**TRENCH EXCAVATION PERMIT: DPW Engineering** - Prevent unauthorized access by the general public to unattended trenches. (**Jackie’s Law**)

**EROSION & SEDIMENTATION CONTROL: DPW Engineering** – Take necessary measures to prevent erosion and deposition of sediment from the construction site out to the public way and into catch basins adjacent to site.